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AEO

January 1988

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 19 January 1988

1. Events of Major Interest That Have Occurred During the
Preceding Week:

* a. On 14 January, preliminary plans for the Saville Lane jogging track were submitted to OL by the design firm of Dewberry & Davis. OL has directed that two minor modifications be made which will relocate the entrance to the trail closer to the Security Control Center and visually screen the trail from Route 123.

* b. On 15 January, OL representatives and the designer from SAIC, Architects, toured the Scattergood Thorne tract and Agency property adjacent to Saville Lane to investigate an alternative location for the Child Day Care Center. An alternate location will permit expansion of the West A parking lot.

* d. During this reporting period, a permanent exhibit of historical material depicting the Langley/McLean area from colonial times to the early 1900's was designed and installed in the Headquarters Visitor Control Center under the supervision of the Interior Design Staff, OL.

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* e. OL reports that on 6 January, representatives from various agencies in the Intelligence Community met with two officials from the National Academy of Public Administration (NAPA) to discuss a classified study of personnel management and compensation systems being conducted by NAPA within the Intelligence Community. NAPA furnished a draft Statement of Work which is to be reviewed by the various representatives. Comments derived from the review will be evaluated as will other objectives to be included in the study. It is expected that a contract with NAPA will be in force by the end of the month calling for an initial report in April and a draft final report for the Director of Central Intelligence in December. [REDACTED]

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f. The Office of Information Resources (OIR), DI, has requested that the Mail and Courier Branch (M&CB), OL, assist in sorting and distributing magazines to Agency customers. Magazines which were previously identified and disseminated by OIR, have now been contracted to an outside vendor. The magazines will be separated and bundled according to the office which is to receive them. The M&CB will then deliver the magazines as coded by OIR and the vendor. This practice will allow recipients to receive magazines quicker since OIR will be eliminated from the distribution cycle. [REDACTED]

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g. The New Building Project Office, OL, is reviewing a new completion schedule submitted by Centex. This schedule calls for floors one through six of the South Tower to be completed by 1 April 1988. The South Dock, ground floor, and site work are now scheduled for completion on 30 April. OL now has beneficial occupancy of most of the North Tower with the exception of part of the ground floor. [REDACTED]

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